

On **Wednesday, September 9, 2015**, the Division of Property Management and Construction (DPMC) will electronically randomly select from an appropriate pool of its pre-qualified consultants, a short list of firms who will be invited to submit a Technical and Fee Proposal for the following project:

Project #:	A1209-00
Project Name:	Emergency Generator Replacement
Location:	Edna Mahan Correctional Facility and Hunterdon Developmental Center Clinton, Hunterdon County, NJ
CCE:	\$3,877,225
Contact:	Shawn Taylor Phone (609) 292-5229 Fax (609) 777-1970 e-mail: shawn.taylor@treas.nj.gov

In order to be included in the random selection process, a firm must be pre-qualified by the DPMC in the following discipline(s) on or prior to Tuesday September 8, 2015:

Code	Discipline
P002	Electrical Engineering

Consultants shall also have in-house capabilities or Sub-Consultants pre-qualified with DPMC in P005 Civil Engineering, P011 Environmental Engineering, P025 Estimating/Cost Analysis, P037 asbestos Design, P038 Asbestos Safety Control Monitoring and P065 Lead Paint Evaluation.

The mandatory pre-proposal meeting/site visit is scheduled for Wednesday, October 14, 2015 at 10:00 AM. Consultants shall meet at the main entrance to the Edna Mahan Correctional Facility, Pittstown Road, Route 513, Clinton, NJ. Only those firms attending the mandatory pre-proposal meeting will be permitted to submit a proposal. **Attendance notification is required and the specifics will be included in the RFP Package.**

****ATTENTION****

THOSE CONSULTANTS PLANNING TO PARTICIPATE ARE REQUIRED TO SUBMIT TO A FULL BACKGROUND CHECK MANDATED BY THE NEW JERSEY DEPARTMENT OF CORRECTIONS IN ORDER TO ATTEND THE MANDATORY PRE-PROPOSAL MEETING. ALL SUB-CONSULTANTS PLANNING TO ATTEND THE MANDATORY PRE-PROPOSAL MEETING ARE ALSO REQUIRED TO SUBMIT TO A FULL BACKGROUND CHECK. ORIGINAL COMPLETED BACKGROUND CHECK FORMS AND A COPY OF THE APPLICANT'S VALID DRIVERS LICENSE OR NATURALIZATION PAPERS FOR ALL ATTENDEES MUST BE SUBMITTED TO SHAWN TAYLOR BY **WEDNESDAY, SEPTEMBER 23, 2015 NO LATER THAN 12:00 P.M.**

BACKGROUND CHECK FORMS MAY BE OBTAINED BY VISITING:
www.state.nj.us/treasury/dpmc OR IN PERSON AT THE DPMC PLAN ROOM. Contact Shawn Taylor at (609) 292-5229 for further information. IT IS THE CONSULTANT/SUB-CONSULTANT'S RESPONSIBILITY TO SUBMIT THE COMPLETED ORIGINAL FORM BY THE **WEDNESDAY, SEPTEMBER 23, 2015 NO LATER THAN 12:00 P.M.** DEADLINE. THE MAILING ADDRESS FOR SUBMISSION OF ORIGINAL BACKGROUND CHECK FORMS IS AS FOLLOWS: Regular Mail (DPMC, P.O. Box 034, Trenton, NJ 08625) or Overnight Mail (DPMC, 33 West State St., 9th Fl, Trenton, NJ 08608) ATTENTION: Shawn Taylor.

FIRMS WILL BE NOTIFIED OF BACKGROUND CHECK APPROVAL BY WEDNESDAY, SEPTEMBER 30, 2015. FIRMS NOT RESPONDING TO THIS MANDATE AS REQUIRED WILL NOT BE PERMITTED ENTRY TO THE FACILITY DUE TO SECURITY CONCERNS AND WILL NOT BE PERMITTED TO SUBMIT A PROPOSAL. NO EXCEPTIONS WILL BE AUTHORIZED. PICTURE IDENTIFICATION IS REQUIRED AT THE SITE FOR ENTRY. **Consultants are only permitted to bring the Scope of Work, Pen and Note Pad into the facilities.**

Technical Proposals will be evaluated by the Selection Committee based upon the following evaluation criteria:

1. Experience of the Firm, Project Team and Key Team Members
2. Project Approach/Understanding of Project
3. The Firm's Approach to Maintaining the Project Schedule

If a firm wishes to participate in the selection process for future projects but is not presently pre-qualified by the DPMC, the firm should submit a DPMC 48A, which may be found at www.state.nj.us/treasury/dpmc.

September 2, 2015